



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Cover Sheet

Date: 6/4/2021 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 1:00 PM

CCLC-35110

Brookwood Center

3639 Brookwood Boulevard Rex, GA 30273 Clayton County
 (678) 788-8920 kallen@claytoncountycsa.org

Regional Consultant

Glecia Carter

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glecia.carter@decal.ga.gov

Mailing Address

1000 Main Street
 Forest Park, GA 30297

Quality Rated: ★ ★

Compliance Zone Designation		
06/04/2021	Licensing Study	Good Standing
12/17/2020	Monitoring Visit	Good Standing
12/11/2019	Monitoring Visit	Good Standing

Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.

Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.

Support - Program performance is demonstrating a need for improvement in meeting rules.

Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A 1st Right	Two Year Olds	2	5	C	21	C	NA	NA	Transitioning
Main	B- 2nd right	Two Year Olds	2	4	C	20	C	NA	NA	Transitioning
Main	C 3rd Right	Four Year Olds and Five Year Olds	2	7	C	20	C	NA	NA	Transitioning
Main	D 4th Right	Four Year Olds	2	8	C	20	C	NA	NA	Nap
Main	E 5th Right		0	0	C	20	C	NA	NA	
Main	F 1st Left		0	0	C	19	C	NA	NA	
Main	G 2nd Left	Four Year Olds	2	8	C	19	C	NA	NA	Nap
Main	H 3rd Left		0	0	C	19	C	NA	NA	
Main	I 6th Right		0	0	C	18	C	NA	NA	
Total Capacity @35 sq. ft.: 176						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 176			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Right Playground	147	C

Comments

"An Administrative Review was conducted on 6/4/2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on 6/7/2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 1, 2021 was reviewed during the virtual inspection."

Plan of Improvement: Developed This Date 06/04/2021

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Keila Allen, Program Official

Date

Glecia Carter, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

A variety of equipment and toys were observed throughout the center.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Met

Comment

Discussed enrollment paperwork with the Director.

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR) **Met**

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

591-1-1-.26 Playgrounds(CR) **Technical Assistance**

Technical Assistance

Discussed leveling mulch around mats utilized in the fall zones of the playground equipment with the Director.

Food Service

591-1-1-.15 Food Service & Nutrition **Met**

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations **Met**

Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Met**

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR) **Met**

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) **Met**

Comment

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.05 Animals **Met**

Comment

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR) **Met**

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR) **Met**

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Met****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 28****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 12/11/2019	
Staff # 2	Met
Date of Hire: 08/22/2005	
Staff # 3	Met
Date of Hire: 09/28/2016	
Staff # 4	Met
Date of Hire: 04/08/2018	
Staff # 5	Met
Date of Hire: 08/08/2019	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 01/29/2002	
Staff # 8	Met
Date of Hire: 09/04/2007	
Staff # 9	Met
Date of Hire: 10/30/2014	
Staff # 10	Met
Date of Hire: 08/29/2005	
Staff # 11	Met
Staff # 12	Met
Date of Hire: 08/28/2019	

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Staff # 13 Date of Hire: 11/20/2017	Met
Staff # 14 Date of Hire: 08/21/2019	Met
Staff # 15	Met
Staff # 16 Date of Hire: 08/04/2015	Met
Staff # 17	Met
Staff # 18	Met
Staff # 19 Date of Hire: 07/30/2015	Met
Staff # 20 Date of Hire: 09/25/2019	Met
Staff # 21 Date of Hire: 03/29/2019	Met
Staff # 22 Date of Hire: 08/03/2015	Met
Staff # 23 Date of Hire: 12/01/2015	Met
Staff # 24	Met
Staff # 25 Date of Hire: 09/10/2015	Met
Staff # 26	Met
Staff # 27 Date of Hire: 09/21/2018	Met
Staff # 28	Met

Staff Credentials Reviewed: 10

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

Comment

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR **Met**

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training **Met**

Comment

Documentation observed of required staff training.

591-1-1-.31 Staff(CR) **Met**

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) **Met**

Comment

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR) **Met**

Comment

Staff observed to provide direct supervision and be attentive to children's needs.